

**To:** Rourk, Alexis[Rourk.Alexis@epa.gov]  
**Cc:** [Ex. 7(c)]@epa.gov [Ex. 7(c)]@epa.gov; Chmielewski, Kevin[chmielewski.kevin@epa.gov]; Hupp, Millan[hupp.millan@epa.gov]; Kasman, Mark[Kasman.Mark@epa.gov]; Phillips, Anna[Phillips.Anna@epa.gov]; Jones, Iris[Jones.Iris@epa.gov]  
**From:** [Ex. 7(c)]  
**Sent:** Tue 5/23/2017 8:31:07 PM  
**Subject:** Re: G7 EMM - Follow Up Request on Passport Scans & itinerary Confirmation for Country Clearance

[Ex. 7(c)] can you scan my passport for me.

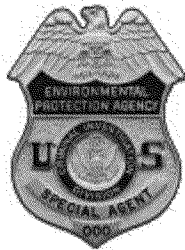
V/r,

[Ex. 7(c)] Special Agent

U.S. Environmental Protection Agency | Protective Service Detail

1200 Pennsylvania Avenue | Washington DC 20004

[Ex. 7(c)]@epa.gov | [www.epa.gov](http://www.epa.gov)



d: [Ex. 7(c)]

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**Help EPA fight pollution. Report environmental violations  
at <http://www.epa.gov/tips>**

Sent from my iPhone

On May 23, 2017, at 4:29 PM, Rourk, Alexis <[Rourk.Alexis@epa.gov](mailto:Rourk.Alexis@epa.gov)> wrote:

Dear All,

Just following up on a few requests as we get into the home stretch of preparations for your trip.

1. We are in urgent need of **passport bio page scans** for all delegation members in order to for you all to be registered and have a badge for the event. Please check the table below for your status and if needed, send me yours and those for people you are supporting as soon as possible.
2. On behalf of the International Travel Office, we'd also like to take this opportunity to **request that the hotel and flight information on the table below be confirmed/revised by 5/24 for each traveler, and that ITPs are edited, as needed, to match so outstanding country clearances can be submitted.** If you would like to update the flight information directly in the table, just click "reply" and the table will be available for you to edit and send back to me. A regular email is also fine if that is easiest. Even **if all looks correct, please reply and note "confirmed."**

Should you have questions, the OITA point of contact for the registration and badges is Alexis Rourk and for the travel information is Anna Phillips. Please feel free to call or email us.

Many thanks!

Alexis

(202) 564-3179

Name	Scan of Passport Received? (X)	Rome Hotel	Bologna Hotel	Date Checking into Rome Hotel	U.S. to Rome Flight Info	Date Arriving to Bologna Hotel	Date Departing from Bologna (Check out) & Flight	Date Departing ROME & Flight
Scott Pruitt		Regina Baglioni	Savoia	6/5/2017	Arrive 6/6 on DL 444	6/10/2017	6/12/2017	Depart 6/13/2017 on DL 1044
Ryan Jackson		Regina Baglioni	Savoia	6/5/2017	Arrive 6/6 on DL 444	6/10/2017	6/12/2017	Depart 6/13/2017 on DL 1044
Jane Nishida		Regina Baglioni	Savoia	6/5/2017	Arrive 6/6 on UA 82	6/10/2017	Depart 6/13/2017 on UA 8773	Not applicable
Samantha Dravis*(traveling early, will check in on 6/5)		Regina Baglioni	Best Western Plus Tower Hotel	6/5/2017	Arrive 6/3 on DL 444	6/10/2017	6/12/2017	Depart 6/13/2017 on DL 445
Lincoln Ferguson		Regina Baglioni	Savoia	6/5/2017	Arrive 6/6 on DL 444	6/10/2017	6/12/2017	Depart 6/13/2017 on DL 1044
Sarah Greenwalt *(traveling early, will check in on 6/5)		Regina Baglioni	Best Western Plus Tower Hotel	6/5/2017	Arrive 6/3 on DL 444	6/10/2017	6/12/2017	Depart 6/13/2017 on DL 445
Amanda Gunasekera		Regina Baglioni	Best Western Plus Tower Hotel	6/5/2017	Arrive 6/6 on DL 444	6/10/2017	6/12/2017	Depart 6/13/2017 on DL 1044
Mark Kasman		Regina Baglioni	Best Western Plus Tower Hotel	5/30/2017	Arrive 5/31 on UA 82	6/10/2017	Depart 6/13/2017 on UA 8773	Not applicable
Hodayah	X	Regina	Best	Not		Arrive	Depart 6/13/2017	Not

Finman		Baglioni	Western Plus Tower Hotel	applicable		6/8/2017 on AA 6606	on UA 8773	applicable
Kevin Chmielewski		Regina Baglioni	Best Western Plus Tower Hotel	5/30/2017	Arrive 5/31 on DL 444	6/10/2017	Depart 6/13/2017 on DL 8473	Not applicable
Millan Hupp		Regina Baglioni	Best Western Plus Tower Hotel	5/30/2017	Arrive 5/31 on DL 444	6/10/2017	Depart 6/13/2017 on DL 8473	Not applicable
Ex. 7(c)	X	Regina Baglioni	Savoia	6/5/2017	Arrive 6/6 on DL 444	6/10/2017	6/12/2017	Depart 6/13/2017 on DL 1044
Ex. 7(c)		Regina Baglioni	Best Western Plus Tower Hotel	5/30/2017	Arrive 5/31/2017 on DL 444	not applicable - will remain in Rome the whole time	not applicable	Depart 6/13/2017 on DL 1044
Ex. 7(c)	X	Regina Baglioni	Best Western Plus Tower Hotel	5/30/2017	Arrive 5/31 on DL 444	6/5/2017 (confirmed)	Depart 6/13/2017 on DL 8473 OR 6/13/2017	TBC - Traveler is trying to change flight to Rome on 6/13, so please also book 6/12 in Rome and Bologna until confirmed.
Ex. 7(c)	X	Regina Baglioni	Best Western Plus Tower Hotel	6/5/2017	Arrive 6/6 on DL 444	6/10/2017	Depart 6/13/2017 on DL 8473	Not applicable
Ex. 7(c)	X	Regina Baglioni	Best Western Plus Tower Hotel	Not applicable	Arrive 6/6 on DL 444	6/6/2017	6/12/2017	Depart 6/13/2017 on DL 1044

			Hotel	Bologna same day				
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Alexis Rourk

Global Affairs and Policy

Office of International and Tribal Affairs

(202) 564-3179 1 [Rourk.Alexis@epa.gov](mailto:Rourk.Alexis@epa.gov)

U.S. Environmental Protection Agency

<http://www2.epa.gov/international-cooperation>